

# PENN BROOK SCHOOL



## Band Handbook

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Dear Parent/Guardian,

Hello and welcome to another exciting year of music-making at Penn Brook School!

I would like to take this opportunity to introduce myself. My name is Mr. Tyler Polston and this is my 5th year as music teacher and band director at Penn Brook. I am originally from Kentucky where I was born and grew up. I attended the University of Louisville and received my Bachelor's in Music Education. I am currently taking graduate courses at UMass Lowell for my Master's Degree.

Over the last couple years we have been building a foundation for a successful band program. Our 6<sup>th</sup> Grade Band was even awarded a Gold Medal at their music festival in the Spring! As you will soon learn throughout the year, music is vital to a child's overall development. Band is a great opportunity to develop critical-thinking, problem-solving, teambuilding, and socio-emotional skills.

I look forward to working with families to help children become musicians and creative thinkers so that they have the necessary skills for a 21<sup>st</sup> century global society. Please take the time to read through all the material in this handbook as it is your guide to a successful experience in band. We have many tremendous opportunities before us and I hope your child can be a part of them.

**Save the dates for RED and BLUE Band  
Winter Concert (December 20th) and  
Spring Concert (May 16<sup>th</sup>)**

Musically,

Mr. Tyler Polston  
*Music Teacher*  
*Penn Brook School*

**Here is a list of instruments students can learn in band:**

WOODWINDS

Flute

Clarinet

Alto Saxophone

Tenor Saxophone (5<sup>th</sup> and 6<sup>th</sup> Graders only)

BRASS and PERCUSSION

French Horn (5<sup>th</sup> and 6<sup>th</sup> Graders only)

Trumpet

Trombone

Baritone (5<sup>th</sup> and 6<sup>th</sup> Graders only)

Tuba (5<sup>th</sup> and 6<sup>th</sup> Graders only)

Percussion (drums, bells, etc.)

**Band Ensembles**

**Blue Band** – Students who are beginners on any instrument in 4<sup>th</sup> and 5<sup>th</sup> Grade. 5<sup>th</sup> graders may move to Red Band at my discretion. Students meet in sections (instruments of the same kind) once a week before or after school depending on the instrument they play. Blue Band performs once during school and once in the evening.

**Red Band** – Students who are in their second year of instruction on the same instrument. This is usually made up of 5<sup>th</sup> graders. Red Band continues to build on skills from the previous year and introduces students to more complex, quality band literature. Students meet twice a week before or after school depending on their instrument. Red Band performs at the Winter Concert and Spring Concert. Attendance is mandatory at these two performances.

**6<sup>th</sup> Grade Band** - Students who are in their third year of instruction on the same instrument. 6<sup>th</sup> Grade Band continues to build on skills from the previous year and introduces students to more music theory and advanced band literature. Students meet during school at specials time in sections. 6<sup>th</sup> Grade Band performs at the Winter Concert and Spring Concert. Attendance is mandatory at these two performances.

**Festival Band** – *Spring Only* - Students who are in their second and third year of instruction. This group will practice and prepare once a week before school for the Great East Music Festival in June. This includes the trip to Canobie Lake Park. Students must be enrolled in band with an additional sign-up through the Enrichment Program.

## **OVERVIEW**

Band consists of woodwind, brass, and percussion instruments performing music in sections (instruments of the same kind) and as a full group. Patience and practice is key to learning to play a band instrument. Not only is it a lot of fun, but it also requires hard work, effort, and determination. Even though most of our students meet before and after school, students are held to high standards and expectations to work toward common goals as a team.

## **BENEFITS OF PARTICIPATION**

Learning to play an instrument is very fulfilling for young people. Band gives a child a sense of belonging and feeling of accomplishment. Students also learn life skills such as hard work, determination, dedication, respect, and responsibility. Students that continue with band and music have proven to have higher cognitive ability (their brain works better!). Later in life, being a musician can be beneficial when applying for colleges and scholarships.

## **REHEARSALS (PRACTICES)**

<b>Mondays</b>	<b>Tuesdays</b>	<b>Wednesdays</b>	<b>Thursdays</b>	<b>Fridays</b>
RED Band Brass & Woodwinds 8:00-8:40am	BLUE Band Woodwinds 8:00am-8:40am	RED Band Brass & Woodwinds 8:00-8:40am	BLUE Band Brass 8:00am-8:40am	<b>Festival Band</b> <i>Spring Only</i> 8:00am-8:40am
RED Band Percussion 2:50pm-3:30pm	Music Enrichment	<b>Make-up Day</b> 2:50-3:30pm	BLUE Band Percussion 2:50pm-3:30pm	Music Enrichment

In practices, we work through our band method book (Essential Elements) learning to read music and making characteristic sounds on our instruments. During every practice, students are to fill out a practice log with items they should focus on for the next week. It is necessary that they come prepared with their materials (folder, book, instrument, and pencil) to every practice so that we can keep moving forward.

## **REGISTRATION**

Registration for band begins two weeks after school starts, which leads up to Instrument Rental Night for beginners. Registration is done ONLINE through the music webpage. If you need a paper registration form, please let me know. 6<sup>th</sup> Grade band members do not have to register for band. Registering early allows your child to play their first choice of instrument and they'll be able to pick up their instrument on Instrument Rental Night.

## **INSTRUMENT RENTAL NIGHT**

"Music and Arts" is the company we use for instrument rentals. Students do NOT have to rent an instrument if they plan on using a family instrument or are choosing to buy one. Representatives from M&A will be on hand September 19th beginning at 5:30pm for new families to discuss the rental process, maintenance and repair. M&A payments are made directly to the company (not the school or town). If your child is using a school instrument, he or she will need to discuss proper use and handling of the instrument with me.

## **FEES**

The fee for participating in BLUE Band or RED Band is \$55 payable via the Enrichment Program online. Please make sure your payment is made by **September 20<sup>th</sup>**. 6<sup>th</sup> Grade (BLUE Band) members will not have to pay a fee, but may be asked to contribute up to \$30 (for the year) of a group sectional with a professional musician.

We do not turn students away if they are unable to pay for band. Please contact me right away if there is a concern.

## **ATTENDANCE**

*Attendance is taken at every sectional and practice. Attendance is mandatory for all practices!*

Excusable absences are prearranged conflicts and those that would be excused by the school for regular attendance records (illness, death in the family, or a religious holiday). Individual needs will be addressed as they are brought to my attention. If at all possible, please notify me by email if your child will be absent from band.

**Appointments are NOT an excused absence.**

I understand students may be involved in many different activities outside of school. I can be flexible with absences if I know about sports practices and music lessons ahead of time. Contact me ASAP to work out a plan.

Unexcused absences: Students are only allowed 3 absences total per concert (excused or unexcused). Any more than that will be detrimental to the sound of our band and wastes practice time. After the 3rd absence, a student will not be able to perform.

*Do not be tardy! Early is on time – on time is late.*

## **ATTITUDE AND DISCIPLINE**

Band should be a very enjoyable activity. Band will be a place where students feel safe and have enthusiasm for learning music. Having a positive attitude makes our group feel more like a family. We carry ourselves in a way that makes us feel proud, our parents feel proud, and our community feels proud. Students who have a frequent habit of not display appropriate behavior may be dismissed from the program.

## **PRACTICE**

Students in BLUE Band should practice at least 15 minutes a day for 3 days outside their band instruction time to stay on track. Students in RED Band and 6<sup>th</sup> Grade Band should log 20 minutes a day for 3 days outside their band instruction time. Students will turn in their weekly practice logs when they come to practice each week.

I teach students to have a "growth mindset." This shows them they can improve and get better. For this reason, I will be teaching students to set practice goals and we will be monitoring them throughout the year.

## **PRIVATE LESSONS**

These are NOT mandatory. I would encourage students who would like to learn quicker on their instruments and be challenged more to take private lessons. Please see the private lesson program at the end of this handbook for more about private lessons in Georgetown.

## **PARENT INVOLVEMENT**

Without you, the parent, our organization could not exist. I always welcome your talents and skills to make our program the best it can be; no matter how small the contribution. A great way to be involved is to volunteer with the Georgetown Music Parents (GMP). I'd like to invite you to "like" the GMP Facebook page to keep up with the current information. There's no membership fee for participating!

## **CONCERT ATTIRE**

We want every concert to be memorable for everyone. By having a dress code for concerts, audience members focus on the music we're making and not the clothes we are wearing. T-shirts will be purchased for students to wear for special occasions for no more than \$10.

*The standard concert attire for the band program is **WHITE top, BLACK bottoms***

- Shirts should have a collar (no words or pictures, small emblem logos are okay)
  - Boy or girls may wear black pants (no shorts)
    - Girls may wear a black skirt or dress
  - Dark colored shoes are require (no flip-flops, sandals, or heels)
    - Black socks or stockings are suggested
    - Avoid excessive jewelry and accessories
- Boys may wear a tie or bow-tie of their choice (required for 6<sup>th</sup> Grade)

## **ARRIVAL**

Penn Brook offers an early morning program if you wish to drop a sibling off with your band student. Please contact the office for more info. on enrolling in the program. If your child has a morning practice at 8am, they may begin arriving at 7:45am. Students that have practice after school need to immediately come to the band room (B107) when busses are called.

Students have 2 minutes after the start of practice to be in their seat with required materials (pencil, sheet music, EE method book, instrument, folder or binder, and practice log). Some instruments require additional time to assemble so please plan accordingly.

## **DISMISSAL**

Instruments should be put away properly, neatly, and with care. Instruments should be stored in the instrument storage room or locker **ONLY!** Some students will have assigned lockers in the instrument storage room. Students will put away stands and chairs neatly and correctly. Morning students will go directly to class and afternoon students will go to Extended Day or parent pick-up

**No instruments should be left at school over the weekend or during vacations.  
PRACTICE!**





# Georgetown Public Schools

## Music Department

### PRIVATE LESSON PROGRAM

Dear Parents:

The Georgetown Public Schools offer a valuable opportunity for instrumental and vocal study for students in grades 4-12 through the Private Music Lessons Program. We have contacted an outstanding staff of professional musician-teachers who will be available at the following fees:

1. One half-hour private lesson: \$24
2. One hour Instrumental Studio Ensemble: \$15 per student (if enough interest)

The private lesson concept is designed to offer motivated and interested student musicians an opportunity to study their instrument with a professional specialist in a one-on-one setting. This does not replace existing class lessons and sectionals, where our staff presents band/chorus basic instruction, but it will offer advanced training in technique, solo literature, and musicianship to students who choose to participate. Parents will correspond *directly* with private instructors regarding scheduling, materials studied, student progress, etc. This program will also help parents avoid transportation to other towns for private lessons. Lessons are provided for flute, clarinet, saxophone, oboe, trumpet, French horn, trombone, euphonium, tuba, percussion/drum set, guitar, bass guitar, piano and voice (male and female teachers).

If you are interested in this exciting program, please fill out the registration form and return it to Ms. Donovan, Mr. Blackman, or Mr. Polston. You will be contacted by the private instructor to establish a lesson time. All lessons will be given Monday through Friday after school in the Middle/High School practice rooms (near the band room) unless otherwise specified by the teacher. If you have any questions, please feel free to contact us at any point.

Sincerely,

Kaitlin Donovan  
5-12 Chorus Director/Music Teacher (GMHS/Penn Brook)  
[kaitlin.donovan@georgetown-schools.net](mailto:kaitlin.donovan@georgetown-schools.net)  
978.352.5790 ext. 533

Tyler Polston  
Music/Band Teacher (Penn Brook)  
[polstont@georgetown.k12.ma.us](mailto:polstont@georgetown.k12.ma.us)  
978.352.5785 ext. 2107

Eric Blackman  
Band Director (GMHS)  
[eric.blackman@georgetown-schools.net](mailto:eric.blackman@georgetown-schools.net)  
978.352.5790 ext. 623

## Lesson Policy

Payment for individual lessons (\$24 per half hour) will be made directly to the private lesson instructor according to a schedule to be set up by the instructor. Missing a lesson is highly discouraged. If a lesson must be missed, the student must arrange to switch his/her lesson time with another student or arrange a make-up lesson. Availability schedules will be provided by private lesson instructors. Refunds will be issued only for lessons canceled by teachers or emergency school closings that cannot be made up. Refunds will not be issued for unused lessons. In cases of extended illnesses or physical injury that precludes playing an instrument, arrangements need to be made with both the in-school music teacher and the private instructor.

If you have any questions or concerns please feel free to contact Ms. Donovan, Mr. Blackman or Mr. Polston

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### PRIVATE LESSON PROGRAM REGISTRATION

STUDENT'S NAME \_\_\_\_\_ GRADE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
EMAIL (print clearly!) \_\_\_\_\_  
INSTRUMENT(S) \_\_\_\_\_  
IN-SCHOOL MUSIC TEACHER (Polston, Terry, or Messina) \_\_\_\_\_  
PARENT/GUARDIAN'S NAME(S) \_\_\_\_\_  
PARENT/GUARDIAN'S SIGNATURE \_\_\_\_\_

Please separate at the dotted line and return this form to Mr. Polston (Penn Brook),  
Ms. Donovan (GMHS) or Mr. Blackman (GMHS Band Room).  
You may email the above information directly to any of us instead if you prefer.

# Georgetown Schools Private Lesson Instructors 2016-2017

Lessons take place after school at GMHS in the band wing practice rooms on the days listed unless otherwise indicated.

## **Flute**

Michelle Polys  
michellepolys@msn.com  
978.352.7482  
\*Studio in Georgetown

## **Oboe**

Deanna (Dee) Dawson  
ehandoboe@gmail.com  
978.317.5946

## **Clarinet**

Don Weng  
donweng@yahoo.com  
419.283.7243  
\*His studio in Georgetown

Monica Duncan  
dsmusicstudios@earthlink.net  
\*Studio in Newburyport

## **Saxophone**

David Schumacher  
dsmusicstudios@earthlink.net  
\*Studio in Newburyport

## **Trumpet/Horn/Low Brass**

Emily Piller  
emily.piller@gmail.com  
(c) 603-703-3407  
\*Mondays & Tuesdays at GMHS

## **Trumpet/Horn**

Michael Bellofatto  
bellofatto@gmail.com  
(c) 607-262-0581

## **Clemenzi Music (in Gtown!)**

978-352-0526  
www.ericclemenzi.com

**Percussion** Cody Morgan  
codyomorgan@gmail.com  
978-836-2768

Zach Field Drum Studios  
info@zachfielddrumstudios.com  
978-462-1100

**Guitar/Bass** Chris Jenkins  
cjenkinsjazz@gmail.com  
352.278.0668  
\*jazz lessons only

Jackie Brockelbank  
Jackieb103@yahoo.com  
978-352-2236  
\*home visits

## **Piano**

Michelle Polys  
michellepolys@msn.com  
978.352.7482  
\*Her studio in Georgetown

Don Weng  
donweng@yahoo.com  
419.283.7243  
\*His studio in Georgetown

## **Voice**

Lisa Cheney  
SalemSings@gmail.com  
978-741-7683

\*Her personal studio

Jenn Schmunk  
schmunk@mac.com  
(c) 978.766.0162

\*Her studio in West Newbury

Abby Booth  
Abby.Booth@gordon.edu

Allyn Gamble  
info@themusicalsuite.com  
978-462-8225  
The Musical Suite, Newburyport

## **OTHER LOCAL MUSIC STUDIOS**

### **Music and Arts**

978-532-3380  
www.musicarts.com/peabody

### **West Newbury School of Music**

978-363-1579  
www.wnsom.com

### **EJ Ouellette's Whole Music**

978-462-9020  
wholemusic@wholemusic.com

### **The Musical Suite**

978-462-8225  
www.themusicalsuite.com

*Handbook Signature Page*  
**SIGN AND RETURN TO SCHOOL**

The band program can be an incredible learning experience. It only works best if all students give their best effort at school and practice time at home. Together, parents can make the difference in a high quality program by encouraging and supporting them. In order to have the best experience, students need to be at all scheduled band practices to stay on track. **Please sign below and return to Mr. Polston by October 5th and make payment to the Enrichment Program.**

My child and I have read and understand all of the expectation and information contained in the Band Handbook and agree to follow the attendance policy. I will also try my best to stay informed and involved in the band program as much as I am able to support and encourage my child.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

I, \_\_\_\_\_, pledge to do my best in every practice at school and come to band practices prepared with all of my materials. I also pledge to take care of my materials and the school equipment to the best of my ability. I will be a friend and have a positive attitude. I will complete my practice log every week.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date